



ADMINISTRATIVE OFFICE  
OF THE COURTS  
455 Golden Gate Avenue  
San Francisco, CA  
94102-3688  
Tel 415-865-4200  
TDD 415-865-4272  
Fax 415-865-4205  
[www.courtinfo.ca.gov](http://www.courtinfo.ca.gov)

## FACT SHEET

---

January 2006

### Judicial Council Committees

The Judicial Council performs much of its work through its internal committees, advisory committees, and task forces. The five internal committees are made up of Judicial Council members. The Chair of the Judicial Council may appoint advisory committees and task forces to advise the council on the condition of business in the courts, on improving the administration of justice, and on any of its other duties.

The compositions of the Judicial Council and advisory committee memberships are specified in the California Rules of Court. The nomination process for the council and advisory committees encourages the participation of diverse judges, court officials, and attorneys from throughout the state.

#### Internal Committees

A report or recommendation from an advisory committee generally goes to one of the following internal committees. The internal committee reviews it and forwards it to the Judicial Council with recommendations for action.

The **Executive and Planning Committee** directs and oversees the conduct of business and the operating procedures of the Judicial Council and the Administrative Office of the Courts (AOC); oversees the implementation of the council's strategic plan for the judicial branch; develops and conducts the council's annual planning workshop; ensures that the judicial branch budget is tied to the long-range plan; and serves as the nominating committee for vacancies on the council and its advisory committees.

The **Interim Court Facilities Panel** assists the Judicial Council in fulfilling its responsibilities for court facilities, as specified by the Trial Court Facilities Act of 2002. Starting July 1, 2007, the council's Executive and Planning Committee will assume these responsibilities.

The **Litigation Management Committee** oversees litigation and claims against trial and appellate courts, the Judicial Council, the AOC, or employees of those bodies that seek recovery of \$50,000 or more or raise important policy issues.

The **Policy Coordination and Liaison Committee** represents the Judicial Council in its relations with other agencies and entities, such as the Legislature, the Governor's Office, the State Bar, local government, volunteer bar associations, and other court-related professional associations; reviews and makes recommendations on proposals for Judicial Council-sponsored legislation; reviews pending bills; and determines the council's policy positions and directs advocacy for those positions.

The **Rules and Projects Committee** directs and oversees the conduct of business and the operating procedures of advisory committees and task forces, and directs and oversees the development and approval of California Rules of Court, California Standards of Judicial Administration, and Judicial Council forms.

#### Advisory Committees

To carry out its mission and lead advancement toward the cause of consistent, impartial, independent, and accessible administration of justice, the Judicial Council must be apprised of the issues and concerns confronting the judiciary and of appropriate solutions and responses. Advisory committees meet this need by regularly monitoring areas of the law, identifying innovative practices to improve the administration of justice in the state, and making recommendations to the council. An advisory committee's membership consists of both non-council members and liaisons from the council.

The **Access and Fairness Advisory Committee** monitors issues, proposed court policies and procedures, and education programs related to access to the judicial system and fairness in the state courts and provides policy direction in these areas. The committee is organized into five subcommittees to address racial and ethnic fairness, sexual orientation fairness, gender fairness, access for persons with disabilities, and issues of concern to women of color.

The **Administrative Presiding Justices Advisory Committee** improves appellate court justices' participation in the Judicial Council's decision-making process; identifies issues of concern to the courts; and addresses legislative and budget issues related to the appellate courts.

The **Advisory Committee on Civil Jury Instructions** regularly reviews case law and statutes that affect jury instructions and makes recommendations to the council for updating, amending, or adding topics to the council's civil jury instructions.

The **Advisory Committee on Criminal Jury Instructions** regularly reviews case law and statutes that affect jury instructions and makes recommendations to the council for updating, amending, or adding topics to the council's criminal jury instructions.

The **Appellate Advisory Committee** advises the Judicial Council on matters related to appellate procedure, forms, standards, practices, and operations and identifies issues of concern to the appellate courts, including legislative issues that might be taken up by the council.

The **Civil and Small Claims Advisory Committee** identifies the issues and concerns confronting the judiciary in the areas of civil procedure, practice, and case management (including small claims) and suggests solutions and responses.

The **Collaborative Justice Courts Advisory Committee** makes recommendations to the council for developing collaborative justice courts; improving the processing of cases in domestic violence courts, youth courts, drug courts, and other problem-solving courts; and overseeing the evaluation of collaborative justice courts throughout the state.

The **Court Executives Advisory Committee** works to enhance trial courts' access to and participation in the Judicial Council's decision-making process; reviews rules, forms, standards, studies, and recommendations for court administration that are proposed to the council by advisory committees or task forces; identifies issues of concern to the courts, including legislative issues, that should be addressed by the council or one of its advisory committees or task forces; and facilitates communication between the council and the trial courts.

The **Court Interpreters Advisory Panel** works to improve the number and quality of interpreters in the courts and proposes comprehensive legislation and training for interpreters.

The **Court Technology Advisory Committee** promotes, coordinates, and facilitates the application of technology to the work of the courts. The committee is charged with establishing standards to ensure technological compatibility; facilitating court technology projects funded in whole or in part by the state; proposing rules, standards, or legislation to ensure privacy, access, and security; and assisting courts in acquiring and developing useful technology systems.

The **Criminal Law Advisory Committee** identifies the issues and concerns confronting the judiciary in the areas of criminal procedure, practice, and case management and suggests solutions and responses.

The **Family and Juvenile Law Advisory Committee** identifies important issues in cases involving families, children, self-represented litigants, and individuals seeking or responding to domestic violence restraining orders, and reviews pending legislation, mandated studies, and suggestions from the public on those issues. It then recommends to the Judicial Council improvements in procedures and practices; changes in rules, forms, or standards; or other appropriate action.

The **Governing Committee of the Center for Judicial Education and Research (CJER)** develops recommendations to the council for improving the administration of justice through comprehensive and high-quality education and training for judicial officers and other judicial branch personnel.

The **Judicial Service Advisory Committee** assesses and recommends legislation and pilot projects; identifies issues of concern and recommends appropriate solutions; proposes additions and changes to rules, standards, and forms; and reports to the Judicial Council its findings on judicial service, retention, and compensation. This committee also is charged with making recommendations for improving the administration of justice in areas related to judicial retention, including (1) benefits, wellness subsidies, professional development allowances, personal leave, and supplemental life, disability, or liability insurance; (2) health-care benefits, including services and programs; (3) compensation and retirement; (4) “quality of judicial life” resources and programs; (5) mentorship programs; and (6) special needs of and programs for new and retired judges.

The **Probate and Mental Health Advisory Committee** makes recommendations to the council for improving the administration of justice in proceedings involving (1) decedents’ estates, trusts, conservatorships, guardianships, and other probate matters and (2) mental health and developmental disability issues.

The **Traffic Advisory Committee** works to improve the administration of justice in the area of traffic and bail-forfeitable offense adjudication; identifies policy issues and recommends rules or model procedures that will result in more consistent handling of traffic and bail-forfeitable offenses across the state; and provides analysis in support of policy decisions made by the Judicial Council and the Legislature regarding traffic and bail-forfeitable offense matters.

The **Trial Court Presiding Judges Advisory Committee** works to enhance trial courts’ access to and participation in the Judicial Council’s decision-making process; reviews rules, forms, studies, and recommendations on court administration that are proposed to the council; identifies issues of concern to the courts, including legisla-

tive issues, that are addressed by the council or one of its advisory committees or task forces; and facilitates communication between the council and trial courts.

### Task Forces

Proposals or major issues that do not fall within the purview of advisory committees may be referred to a task force. The Judicial Council, its Chair, or the Administrative Director of the Courts may establish task forces, sometimes at the recommendation of the Rules and Projects Committee. Most task forces report to an internal council committee, although some periodically report directly to the Judicial Council. The current task forces are:

- Appellate Indigent Defense Oversight Advisory Committee;
- Court Facilities Transitional Task Force;
- Domestic Violence Practice and Procedure Task Force;
- Legal Services Trust Fund Commission;
- Probate Conservatorship Task Force;
- Task Force on Judicial Ethics Issues; and
- Task Force on Self-Represented Litigants.

### Contact:

Office of Communications, [pubinfo@jud.ca.gov](mailto:pubinfo@jud.ca.gov)

### Additional resources:

Advisory committee rosters and information,  
[www.courtinfo.ca.gov/courtadmin/jc/advisorycommittees.htm](http://www.courtinfo.ca.gov/courtadmin/jc/advisorycommittees.htm)